

McHugh & McHugh, LLC

LANDLORD REFERENCE FORM

TO CURRENT/PREVIOUS LANDLORD: The renters identified below have applied to rent an apartment from McHugh & McHugh, LLC. As the owner of the apartment, we need your help in answering the questions below. Your answers will be used to help us determine the renter's eligibility to rent an apartment from us. Thank you for your cooperation. Please return a completed copy of this form to us by fax ((312) 258-5600; ATTN: David McHugh) or via email (mchughapartments@gmail.com).

Renter's Name:	Current/Former Landlord's Name:
Renter's Address:	Current/Former Landlord's Address:
By signing below, the renters identified above hereby authorize the release of the information contained in this Landlord Reference Form:	
Signature of Applicant #1	Phone Number
	Date
Signature of Applicant #1	Phone Number
	Date

The following is to be completed by Landlord:

1. When did they rent this property? From: _____ To: _____
Month/Day/Year Month/Day/Year
2. Do they still live here now? _____
3. Who lived at the renter's address? _____
4. Are you related to them or anyone in their household by blood or marriage or the operation of the law? Yes _____ No _____
5. What type of structure is this property? House _____ Apartment _____ Room _____
7. What was their monthly rent? \$ _____ Was it paid on time? Yes _____ No _____
8. What was their security deposit? \$ _____ Amount refunded (or expected to be refunded) to them? \$ _____
9. Why did they move (or why are they moving)? _____
10. Did they give proper notice before moving out? Yes _____ No _____
11. What were their overall housekeeping habits? _____
12. If they have already vacated the apartment, was the property left in rentable condition after they moved? Yes _____ No _____
13. Was the property damaged during their stay? Yes _____ No _____
14. Did they have pets? Yes _____ No _____ If yes, what type? _____
15. Did they get along with their neighbors? _____
16. Were they responsible for paying their own heat and lights? Yes _____ No _____
17. Do you own this rental property address listed above? Yes _____ No _____
18. If no, who is the legal owner? _____
19. Would you rent to them again? Yes _____ No _____
20. Additional Comments: _____

By signing below, I verify that I have the authority to act on behalf of the landlord identified above and I hereby the information above is correct to the best of my knowledge:

 Signature of Current/Former Landlord or Agent Thereof Title Date